



## Business Needs/Quality Requirements Matrix

This deliverable determines the specific functional requirements that an application must include in order to respond to an organization's most critical business needs. Use to deploy the weights of business needs onto the functional requirements and to communicate visibly the reasoning behind the final functional requirements priorities.

<b>I. IPT Name:</b>		
<b>II. Deliverable Name:</b> Business Needs/Quality Requirements Matrix		<b>Date Completed:</b>
<b>III. Contact Information</b>		
	Name	Channel Unit
IPT Sponsor		
Channel Task Manager		
CIO Task Manager		
Contractor Task Manager		
<b>IV. Task Order Number:</b>		

## Description

**[1] Business needs**---Tertiary, system independent statements of business benefits from the user types/business needs matrix.

**[2] Business needs weights**---A measure of importance to the project of the business need. Taken from the user types/business needs matrix.

**[3] Functional requirements**---Statements of application *characteristics* or *capabilities*. What the application must do to satisfy the business needs. Note that functional requirements are technology independent; they do not mention the particulars of implementation (decided in design).

**[4] Cell values**---The importance, on a 1-9 scale, of a functional requirement to a business need.

**[5] Functional requirements priorities**---The relative importance of the functional requirements (taking the importance of the business needs into account). To produce the priorities, calculate the weighted cell values by multiplying each cell by the business need weight and dividing by the scale maximum of 9. The weighted cell values for each functional requirement are totaled (column totals), and normalized (turned into percentages).

The determination of an organization's most critical business needs is made by applying the weighted function-related business needs onto a list of possible application functions (developed by the project



team).

The cells of the resulting matrix describes the extent to which each functional requirement satisfies each business need. The functional requirements priorities indicate the importance of a functional requirement relative to others. The priorities can also be expressed as percentage values, which helps project managers determine the amount of a project's resources that should be spent on particular requirements. The sample matrix, for example, shows that *special interest groups registration* is the most important functional requirement to the customer on this project, and that the project manager should use roughly 14% of the project's resources to develop that requirement.

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Business Needs [1]		Business Need Weights [2]	Functional Requirements [3]									
			Automated Fee Tracking	Unpaid fee affect services	Multiple patron types	Usage info by patron type	Support dialup access to collection	Patron keywords	Patron self checkout	Telephone & online renewals	Special interests groups reg	Service bureau checkout periods
1.1.2	Bill and collect service charges	18.31	7	6	3	0	0	0	4	5	2	4
2.2.1	Increase support for businesses and corporations	16.64	5	7	9	5	6	3	7	6	7	5
2.2.3	Offer new services	17.30	0	0	5	7	8	5	7	7	9	8
2.1.2	Maintain sufficient holdings to satisfy demand	14.59	0	3	5	9	5	2	0	5	8	6
2.2.2	Increase special interest activities	18.60	0	0	7	5	8	7	0	2	9	5
1.1.2	Streamline check-in/out	14.55	5	5	6	0	7	0	9	8	5	6
[5] Functional Requirement Priority			6.0	7.3	12.4	9.1	11.9	6.3	9.4	11.5	14.2	12.0
			[4]									